



**Planning Commission  
Minutes of the October 19, 2017 Regular Meeting**

The meeting was called to order by Planning Commission Chairman Wesson at 5:30 p.m.

**ATTENDEES  
PLANNING COMMISSION MEMBERS**

Troy Wesson, CAPZO, Planning Commission Chair	Present
John Seifert, CAPZO, City Council Member	Absent
Cynthia McCollum, CAPZO	Present
Steve Ryder, CAPZO	Present
Cameron Grounds, CAPZO	Present
Stephen Brooks, CAPZO	Present
Lewie L. Bates, CAPZO	Absent
Michael Potter, CAPZO	Present
Tim Cowles, CAPZO	Absent

**PLANNING STAFF PRESENT**

Kevin Bernard, Associate Planner; Johnny Blizzard, Senior Planner; Mary Beth Broeren, Director of Planning & Economic Development; Megan Zingarelli, City Attorney.

**REGISTERED PUBLIC ATTENDEES**

Cynthia F. Holden

**ACCEPTANCE OF THE AGENDA**

The agenda was accepted with one item added under new business.

**APPROVAL OF THE MINUTES**

Mr. Grounds moved to approve the minutes of the September 21, 2017 regular meeting. Mr. Potter seconded the motion.

**Final Vote:**

Chairman, Troy Wesson	Aye
Cynthia McCollum	Aye
Steven Ryder	Aye
Cameron Grounds (M)	Aye
Stephen Brooks	Abstain
Lewie Bates	-----
Mike Potter (2 <sup>nd</sup> )	Aye

City Council Member Seifert  
Tim Cowles

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**Motion Carried**

**PUBLIC COMMENTS**

None

**PUBLIC HEARINGS**

A combined public hearing was held for items 1 and 2 on the agenda because they were for the same property.

1. **Special Development Plan (SDP-2017-001)** for a new 4,200 square foot building and associated infrastructure

**Location:** Northwest corner of Bradley Street and Short Street

**Applicant/Owner:** Ronnie & Patricia A. Williams

**Applicant Comments**

None.

**Staff Report**

Mr. Blizzard stated that this was a request to approve a Special Development Plan to construct a new 4,200 square foot warehouse building and associated infrastructure as a support building for Madison Station Antiques, located in downtown Madison. He stated that the property development would improve street accessibility to bordering streets and provide one additional handicap parking spot for the area. He also noted that the property is in the Redevelopment Incentive (DRI) Overlay District, which allows for shared parking among businesses. Mr. Blizzard explained that retail is allowed in the underlying zoning district; however, the warehouse is not and that is the reason for seeking a Special Use approval under the DRI provisions. The warehouse will be for the storage of stock and overflow merchandise for Madison Station Antiques, though it is possible that retail customers could be brought to the building to see specific merchandise. Mr. Blizzard concluded that staff recommended approval.

**Public Comments**

None.

**Commission Comments**

Mrs. McCollum asked if additional parking was required, if the warehouse is used as an auxiliary component of the retail operation. Director Broeren explained that shared parking was allowed in the DRI and that City of Madison parking was available nearby.

Mr. Brooks asked if there was only one handicap spot for the building and if the owners of the property lived on the property. Mr. Blizzard confirmed that the owners of the development would not be residents on the property.

Mr. Potter said that the building would be an improvement to downtown.

**Motion:**

Mr. Brooks motioned to approve the Special Development Plan for Williams Commercial (SDP2017-001). Mr. Potter seconded the motion.

**Final Vote:**

Chairman, Troy Wesson	Aye
Cynthia McCollum	Aye
Steven Ryder	Aye
Cameron Grounds	Aye
Stephen Brooks	Aye
Lewie Bates	----
Mike Potter	Aye
City Council Member Seifert	----
Tim Cowles	----

**Motion Carried**

2. **Special Use Petition (SUP 2017-001)** to use a warehouse for storage of overflow merchandise for Madison Station Antiques.

**Location:** Northwest corner of Bradley Street and Short Street

**Applicant/Owner:** Ronnie & Patricia A. Williams

**Applicant Comments**

None.

**Staff Report**

Contained in Item 1 of the public hearing.

**Public Comments**

None.

**Commission Comments**

Contained in Item 1 of the public hearing.

**Motion:**

Mr. Brooks motioned to approve the Special Use Petition for Williams Commercial (SUP2017-001). Mrs. McCollum seconded the motion.

**Final Vote:**

Chairman, Troy Wesson	Aye
Cynthia McCollum	Aye
Steven Ryder	Aye
Cameron Grounds	Aye

Stephen Brooks	Aye
Lewie Bates	----
Mike Potter	Aye
City Council Member Seifert	----
Tim Cowles	----

**Motion Carried**

**3. West Haven Subdivision, Phase 2 (PP 2017-008)**

**Preliminary Plat for 29 lots on 30.58 acres**

**Location:** South of U.S. Highway 72, East of Henderson Lane

**Applicant/Owner:** Valor Communities

**Applicant Comments**

None.

**Staff Report**

Mr. Blizzard stated that this was a request for a continuance for a period of two months till the December 21, 2017 meeting. The request was made per the instructions of the applicant/owner. Mr. Blizzard concluded that staff recommended the continuance approval.

**Public Comments**

The public hearing was not opened, but because a member of the public was in attendance for the request, the Commission invited her to make comments.

Cynthia Holder said that she was concerned about water and drainage issues and stated that the problem has not been resolved.

**Commission Comments**

None.

**Motion:**

Mr. Potter motioned to grant the two month continuance for West Haven, Phase 2 (PP 2017-008). Mrs. McCollum seconded the motion.

**Final Vote:**

Chairman, Troy Wesson	Aye
Cynthia McCollum	Aye
Steven Ryder	Aye
Cameron Grounds	Aye
Stephen Brooks	Aye
Lewie Bates	----
Mike Potter	Aye
City Council Member Seifert	----
Tim Cowles	----

**Motion Carried**

**4. Brier Creek Subdivision, Phase 2 (PP 2017-009)**

**Preliminary Plat for 29 lots on 30.58 acres**

**Location:** 871 Mill Road (North of Mill Road, West of Mose Chapel Road.)

**Applicant/Owner:** Summit Properties, LLC

**Applicant Comments**

None.

**Staff Report**

Mr. Blizzard stated that this was a request for a continuance for a period of one month till the November meeting. The request was made per the instructions of the applicant/ owner. Mr. Blizzard concluded that staff recommended the continuance approval.

**Public Comments**

None.

**Commission Comments**

None.

**Motion:**

Mr. Potter motioned to grant the one month continuance Brier Creek, Phase 2 (PP 2017-009).

Mr. Brooks seconded the motion.

**Final Vote:**

Chairman, Troy Wesson	Aye
Cynthia McCollum	Aye
Steven Ryder	Aye
Cameron Grounds	Aye
Stephen Brooks	Aye
Lewie Bates	----
Mike Potter	Aye
City Council Member Seifert	----
Tim Cowles	----

**Motion Carried**

**(Public Hearing Closed)**

**New Business**

1. Extension of Sidewalk Bonds for multiple subdivisions.

**Staff Comments**

Mr. Chynoweth stated that there should be a clearly defined and enforceable policy to manage sidewalk bonds to ensure 100 percent sidewalk completion in subdivisions. He explained that there were currently two distinct challenges to achieving complete sidewalks. Firstly, bonds previously held by the developer are now being passed to the home builder. If the home builder

does not develop a lot, then no sidewalk is required for that property if no building permit is issued. Second, is the occurrence of term extensions on bonds without accountability. Mr. Chynoweth stated that sidewalks in some communities were less than 100 percent completed past the term of the bond agreement and any subsequent extensions. Based on those trends, he requested policy guidance from the Planning Commission for managing new and existing bond agreements, and recommended an 80 percent threshold and no additional bond extensions.

### **Commission Comments**

The Commission discussed the challenges of the sidewalk bond requirements and strategies for achieving 100 percent subdivision sidewalk completion. Mr. Brooks said that good faith should be demonstrated towards the developer/ builders who have completed at least 80 percent of the subdivision. Mr. Potter stated that any extensions needed for 100 percent sidewalk completion, past the allotted time should be brought to the Planning Commission. Mr. Brooks asked about possible remedies for sidewalks that were not ADA compliant. The Commission expressed concern about the lack of sidewalk continuity in some subdivisions, the process of enforcing 100 percent sidewalk completion by the developer/ home-builder, and the time frame for bonds usage by the city to complete sidewalks. The Commission expressed interest in the 80 percent threshold or a three year time limit by which sidewalks would need to be complete within a subdivision phase as well as the requirement for Planning Commission approval for an exception or extension.

Staff indicated they would need to review the current subdivision regulations and make suggestions before bringing it to the Planning Commission for approval.

## **2. Project tracking.**

### **Staff Comments**

In response to an inquiry from Commissioner Brooks, Director Broeren provided the Planning Commission with options for routine status updates on City Council decisions regarding the Commission's recommendations to the Council. The choices were to have an attachment at the end of the agenda or a verbal report or through an existing web portal on the City's website.

### **Commission Comments**

Mr. Brooks stated that the status updates should be specific to historic decisions of the City Council, regarding recommendations made to it by the Planning Commission. The Commission expressed interest in accessing the City Council's decisions via the City's website. Mr. Brooks also asked if annexations and subdivision development in the western part of Madison would resume based on the recent school board agreement. Mr. Potter stated that any decision on new development is pending an official agreement signed by the judge in the matter.

Staff indicated they would provide the Commission with the webpage link to the information for City Council decisions on items recommended by the Commission.

3. Industrial Area Plan Steering Committee.

**Staff Comments**

Director Broeren provided the Planning Commission with an overview of the Industrial Plan effort. She also outlined the composition of a steering committee, the expected start date, and duration of the process.


**Commission Comments**

Mr. Brooks wanted to know who would be leading the steering committee. Mr. Wesson volunteered to be one of the two Planning Commission members to participate on the committee. Mrs. McCollum also agreed to be a member of the steering committee.

**ADJOURNMENT**

Mr. Wesson adjourned the meeting at 6:20 p.m.

**Minutes Approved**



Troy Wesson, Chairman

ATTEST:



Johnny Blizzard, Senior Planner and Recording Secretary

